



DEPARTMENT OF THE ARMY
HEADQUARTERS 25TH INFANTRY DIVISION
SCHOFIELD BARRACKS, HI 96857-6000

REPLY TO
ATTENTION OF

APVG-CG

5 November 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 25th Infantry Division Policy Letter 6 – Green Streamer & Safety Day Off Program

1. Purpose: To describe the procedures and standards of the 25th Infantry Division Green Streamer & Safety Day Off Program. This program promotes safety awareness and recognizes exceptional unit safety programs that practice total Risk Management. This program supplements and supports the U.S Army, USARPAC, and 25th Infantry Division safety campaigns.

2. Applicability: This program applies to all 25th Infantry Division units.

3. General:

Green Streamer Program

a. All company, battery, and troop units assigned or attached to 25th Infantry Division are eligible for participation in the Green Streamer program. Green Streamer awards may be presented to award recipients in conjunction with regularly scheduled award formations.

b. Units must request a safety evaluation of their safety programs by the Division Safety Office and receive a score of 90% or higher (90-100 points). Evaluations are based on the checklist at Enclosure One.

c. The 25th Infantry Division units which do not have a disqualifying accident during a 6-month time frame are eligible for evaluation and receive a guidon streamer.

d. The streamer is revalidated at the end of each 12 month period based on the Green Streamer award date. If a unit fails to revalidate its Green Streamer, or experiences a disqualifying accident, it must surrender the streamer to the Division Safety Office within 72 hours. To remain eligible, the unit must meet the initial prerequisites of no disqualifying accidents and no outstanding accident reports required by higher headquarters.

e. A recordable Class A or Class B accident will disqualify units from receiving or retaining the guidon streamer.

f. The following incidents are not disqualifying factors from receiving the guidon streamer:

- (1) Non-recordable accidents; Class C or Class D accidents.
- (2) Accidents in which a Soldier and the chain of command were not at fault. Attach supporting documentation or annotate on DA Form 285, Accident Investigation Report, or DA Form 285-AB-R, Abbreviated Ground Accident Report, whichever applies.

Safety Day Off Program

g. To increase safety awareness, a training holiday will be awarded to the entire 25th Infantry Division for every 100 consecutive days (The Four Quarters Program) with no DUI/OVUI incidents. A 4-day long weekend will be awarded for 365 consecutive days with no accidental fatalities or loss of limb or eyesight.

h. For the purposes of this program, “accidental fatalities” include all training, motor vehicle, pedestrian, and drowning fatalities, as well as fatalities stemming from high-risk incidents. “High-Risk” incidents include but are not limited to; the willful disregard of fire safety and weapons safety rules, abuse of alcohol, prescription, and illegal drugs, or other substances not intended for human consumption, e.g., “huffing” compressed gas dusters.

4. Responsibilities:

a. Division Safety Office.

(1) Exercise staff responsibility for the conduct of Green Streamer & Safety Day Off Program.

(2) Confirm unit's eligibility for the Green Streamer Program.

(3) Maintain unit eligibility records for revalidation.

(4) Monitor and track all SIRs for program data collection.

(5) Coordinate with DIVSURG to track accident/incidents that may not be reported thru SIRs.

b. Units.

(1) Submit initial Green Streamer award request to the Division Safety Office.

(2) Request Division Safety Office annual safety program evaluation.

(3) Units will track and coordinate thru Division Safety Office and the Chief of Staff for awarding of the training holiday or long weekend.

c. Staff Sections:

(1) Division PMO will compile and provide to the Division Safety Office, incident data from blotter reports on all motor vehicle citations applicable to assigned personnel to 25th ID.

(2) The G-3 Operations will coordinate and schedule a training holiday or long weekend when the Safety Day Off goals are met by units. The training holiday or long weekend should be scheduled within 20 days of the 100th day mark.

5. Point of Contact for this memorandum is Mr. Billy Chestnut, 25th Infantry Division Safety Director at billy.r.chestnut.civ@mail.mil, (808) 655-8753.

Encl
Checklist


CHARLES A. FLYNN
Major General, USA
Commanding

DISTRIBUTION:
A

Enclosure 1

GREEN STREAMER PROGRAM SURVEY CHECKLIST				
a. Unit Safety Program			Points Avail.	Points Awarded
1.	Has the Commander completed the Commander's Safety Course?	5		
2.	Is the Commander's safety philosophy letter published & posted?	0-5		
3.	Is a Unit Safety SOP published & distributed?	0-5		
4.	Are all required Safety references (incl. electronic media) on hand?	0-5		
5.	Does the unit have & maintain a dedicated Safety Bulletin Board IAW AR 385-10?	0-5		
<i>(Must show "proof" or documentation for items above)</i>				
b. Designated Safety Reps				
1.	Are all unit Safety Officers/NCOs appointed on orders?	5		
2.	Have the Safety Officers/NCOs completed the ADSO Course?	5		
<i>(Must show "proof" or documentation for items above)</i>				
c. Commander's Safety Goals & Objectives				
1.	Are the safety goals clearly established in writing?	0-5		
2.	Are the safety goals realistic?	0-5		
3.	Are the safety goals being managed and met?	0-5		
d. Proactive Accident Prevention Programs				
1.	Does the unit have written innovative prevention programs in effect?	0-5		
2.	Does the unit have an effective DUI prevention program for its Soldiers?	0-5		
2a	Has the unit experienced a DUI in the last six months (-1 pt. per occurrence)?			
3.	Are all Soldiers briefed in writing about the Safety Program, how to report hazards & safety violations, and are they encouraged to do so?	0-5		
4.	Do NCOs perform "Oak Tree" Risk Management Counseling prior to weekends, Holidays, and Soldiers going on leave?	0-5		
5.	Does the unit have an effective Safety Awards Program?	0-5		
<i>(Must show "proof" or documentation for items above)</i>				
e. Training Standards and Enforcement				
1.	Has 100% of unit completed RM training within the last 24 months?	0-5		
2.	Is Risk Management emphasized, required and enforced?	0-5		
3.	Is safety integrated into all operations, and in writing?	0-5		
<i>(Must show "proof" or documentation of all training standards for items above)</i>				
f. Accident Investigations and Reporting				
1.	Is the unit reporting all accidents IAW AR 385-10?	0-5		
2.	Is the unit conducting accident investigations and submitting reports IAW AR 385-40 and DA PAM 385-40?	0-5		
Total Points (Must Receive a Minimum of 90 Points to be awarded Streamer):				

Signature/Title of Evaluator (Division or Brigade Safety DAC): _____

Supplemental Checklist Survey Items

1. SOPs should address the following programs/procedures:

a. At the minimum:

- 1) Composite Risk Management
- 2) Accident Prevention & Reporting
- 3) Hazard Identification and Abatement
- 4) Safety Awards and Incentives
- 5) Safety Council & Meetings
- 6) Protective Clothing and Equipment
(Initial assessment, training, use, storage, maintenance, & documentation)
- 7) Traffic Safety (AAP and Motorcycle Safety Education)
- 8) Water Safety
- 9) Accident Response
- 10) Emergency Plans and Evacuation

b. As required:

- 1) Radiation Protection
- 2) Hazard Communication
- 3) Tactical
- 4) Hearing Conservation
- 5) Confined Space
- 6) Lock-Out/Tag-Out
- 7) Respiratory
- 8) Explosive
- 9) Range
- 10) Aviation

2. Briefings should address the following minimum subjects:

- 1) Commander's Safety Policy
- 2) Unit accident reporting procedures (On and Off -duty)
- 3) Unit hazard reporting procedures (DA Form 4755 location)
- 4) Safety rights and responsibilities (29 CFR 1960)
- 5) Local traffic and water safety conditions (AAP, Motorcycle, etc.)
- 6) POV safety (Seat belts, DUI, Speeding, Inspections, Maintenance, etc.)
- 7) General Safety (PT, PPE, Fire Safety, etc.)
- 8) Safety awards (Unit and Individual)
- 9) Signatures of briefer & person briefed
- 10) Date of training